



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 20-1015, Version: 1

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor designee to execute Amendment No. 1 to the non-standard Lease Agreement with the Regents of the University of California to extend the term of the Lease for approximately 1,450 square feet of office space located at 3180 Imjin Road, Suite 157, Marina, California, for use by the Workforce Development Board to provide training and support to potential employees of area employers; and
- b. Authorize the Auditor-Controller to make lease payments of \$2,439 per month in accordance with the terms of the Lease Agreement as amended

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor designee to execute Amendment No. 1 to the non-standard Lease Agreement with the Regents of the University of California to extend the term of the Lease for approximately 1,450 square feet of office space located at 3180 Imjin Road, Suite 157, Marina, California, for use by the Workforce Development Board to provide training and support to potential employees of area employers; and
- b. Authorize the Auditor-Controller to make lease payments of \$2,439 per month in accordance with the terms of the Lease Agreement as amended

SUMMARY:

Approval of the proposed Amendment No. 1 to the non-standard Lease Agreement will provide for continued occupancy and use by the Workforce Development Board for the purpose of facilitating training and support to area job seekers and employers. The University of California insisted on the use of their Lease template, a non-standard Lease Agreement, which was approved by the Board of Supervisors on October 18, 2016. In addition to the office space for an initial monthly rate of \$2,207, the Lease Agreement provided for use of a large conference room in the Common Area. The Lease Agreement was to expire on September 30, 2019. On October 31, 2019, the County confirmed a holdover period to June 30, 2020 with a monthly rent of \$2,439. Additionally, on July 15, 2020, the County confirmed a holdover period to September 30, 2020 with a monthly rent of \$2,439.48. On October 9, 2020 the University of California, on behalf of their Santa Cruz campus, provided a letter to the County granting a holdover term not to extend beyond November 30, 2020.

DISCUSSION:

The Workforce Development Board requests authorization to enter into Amendment No. 1 to the Lease Agreement, extending the term to June 30, 2021 for the office space located at 3180 Imjin Road, Suite 157, Marina, California, to continue to provide workforce services to employers and jobseekers in northern Monterey County. Amendment No. 1 maintains the current rent of \$2,439.48 per month. The rent includes Electricity and estimated Common Area Maintenance. The facility currently provides an America's Job Center of California (AJCC) site for Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker,

and Youth employment and training services.

OTHER AGENCY INVOLVEMENT:

The Resource Management Agency facilitated negotiations regarding Amendment No. 1 to the Lease Agreement. The Office of the County Counsel-Risk Manager has reviewed and approved Amendment No. 1 to the Lease Agreement as to form.

FINANCING:

There is no impact on the General Fund. Sufficient funding is available in the FY 2020-21 Workforce Development Board Fund 021, Department 1050, Unit 8478, CAO030. The first twelve (12) month leasing cost will amount to \$29,273.76.

Prepared by: Elizabeth Kaylor, Management Analyst, 5385

Approved by: Christopher Donnelly, Executive Director, 6444

ATTACHMENTS:

Board Report

Lease Agreement is on file with the Clerk of the Board's Office

Amendment No. 1 to the Lease Agreement is on file with the Clerk of the Board's Office